

**Millcreek Township Trustees  
Regular Meeting Minutes  
February 6, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:05 p.m. at the Millcreek Township Community Building for the monthly meeting. Mr. Conroy called the meeting to order with the following members present:

**MEMBERS:** Keith Conroy, Bill Jordan, Dave Long and Scott Brackenridge

**ATTENDEES:** Chief Doug Stewart & Community Safety Lieutenant Brad Flora – Jerome Township Fire Department, Deputy Wyatt Payton – Union County Sheriff’s Office, Joni Orders, Ron Todd

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the 2023 organization meeting minutes from January 3, 2023.

- **Resolution #2326:** motion to approve the minutes of the January 3, 2023 organization meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the public hearing minutes from January 4, 2023.

- **Resolution #2327:** motion to approve the minutes of the January 4, 2023 public hearing by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

**Jerome Township Fire Department**

Chief Stewart presented the monthly fire/EMS stats for January and other notable highlights for the department.

- Chief Stewart introduced the new Community Safety Lieutenant, Brad Flora. Mr. Flora joined the fire department a few months ago. He brings 10+ years of experience to this role from positions held at a different township fire department.
- Station 211 – Construction continues. Chief Stewart is also focused on the process of requesting and hiring personnel in the upcoming months to ensure both stations are fully staffed.

**Union County Sheriff’s Office**

Deputy Payton did not have anything specific to report to the trustees, but he did take questions from the trustees and anyone else in attendance.

**Public Comment**

None

**Zoning**

**Zoning Commission**

Joni Orders, Zoning Commission Chair, provided updates to the trustees.

- A quick 2023 organization meeting was held in January. The Zoning Commission will continue to meet monthly on the 3<sup>rd</sup> Tuesday of each month.
- Open business from 2022 will be carried forward and prioritized for 2023.
- Ms. Orders is hoping to receive an update in the near future from Aaron Sorrell regarding the US33 and US42 Corridor Overlay District language.

**Board of Zoning Appeals**

The Board of Zoning Appeals is scheduled to meet February 8<sup>th</sup>. A public hearing will be held first to consider a minor modification related to signage on a property with an approved Conditional Use Permit. The 2023 organization meeting will be held after the closure of the public hearing.

### Zoning Administrator

Ron Todd, Zoning Administrator, provided updates to the trustees.

- Resolution regarding the storage of lumber at 12140 Watkins Road is still incomplete. Thayne Gray, Union County Assistant Prosecutor, is following up.
- Mr. Conroy requested a review of zoning fees be discussed at the next meeting.
- **Resolution #2328:** motion to accept the Zoning Administrator's report for January 2023 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

### Appointments to Zoning Boards

- **Resolution #2329:** motion to appoint Freeman Troyer to a five-year term on the Zoning Commission beginning February 1, 2023 through February 1, 2028 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.
- **Resolution #2330:** motion to appoint Jeff Pieper to a five-year term on the Board of Zoning Appeals beginning February 1, 2023 through February 1, 2028 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.
- **Resolution #2331:** motion to appoint Greg Wisniewski as an alternate member to a five-year term on the Board of Zoning Appeals beginning February 1, 2023 through February 1, 2028 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

### Trustees

#### Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – The group plans to meet every other month during 2023. Celebrate Trails Day is scheduled in April.
- Garage Electric – Eubanks Electric is providing updates and applied for a new permit recently.
- New rubber mulch for the playground was received in December and will be spread closer to spring when the weather improves. Mr. Jordan will gather more information regarding purchasing additional sand for the playground sandbox.
- Renters of the township hall noted the counter in the back is loose and could be a safety concern. Mr. Jordan will look at it after the meeting and determine what repairs are needed.
- The Union County Township Officers Association will hold a meeting within the next month.

#### Mr. Long

- Cemetery Software – Mr. Long is pulling together information in order to request proposals from software vendors. Further discussion will be held later as more detailed information is received.
- Fairbanks Master Planning Committee – No update.
- Mr. Long will gather cost estimates to seal and stripe the township hall parking lot.

#### Mr. Conroy

- IT Backup Project – Our IT consultant is working on the project.
- Ohio Township Association Conference – Mr. Conroy attended the conference and shared information received during the sessions.
- Township Website Updates – Some updates to outdated information on our website were completed recently.
- Jerome/Millcreek Fire Contract Review – Mr. Conroy requested a subgroup be formed to review the fire contract with Jerome Township representatives. The trustees discussed and agreed Mr. Conroy and Mr. Brackenridge would represent Millcreek Township in these discussions based on ideas brought up during 2022 budget discussions. Mr. Conroy will reach out to the Jerome Township representatives to schedule a meeting.
- 33 Corridor Committee – The Committee's next meeting is scheduled at the Millcreek Township Community Building on February 10<sup>th</sup>.

- The process to apply for a grant which could help fund improvements to the playground will open again in 2023. If the trustees are interested, the township could apply. Mr. Conroy suggested a subgroup of the Zoning Commission could help with the process.
- The period to request scheduling the township ballfield opens February 15<sup>th</sup>.

**Other Business Items**

The 2022 Township Highway System Mileage Certification prepared by the Ohio Department of Transportation (ODOT) and received from the Union County Engineer’s Office of 2.759 miles was presented to the trustees. All trustees signed the certification.

An annual request was received from the Union County Sheriff’s Office to support funding the County’s Nixle program (a community notification system for emergency situations). The trustees questioned whether recent changes made limited the usage of this system and requested more information. Mr. Brackenridge will follow up.

**Receipts, Expenditures and Bank Reconciliation**

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,147.16; Motor Vehicle License Tax \$76.26; Local Government Sales Tax \$1,552.91; LGF \$346.13; Motor Vehicle Permissive License Tax \$516.00. Ohio Bureau of Workers Comp \$16.66 premium refund. Marysville Municipal Court \$24.74 traffic fines. Star Ohio \$3,004.79.

The trustees duly noted the check sequence from the previous month ending with check #5929 and checks presented for approval at the current meeting beginning with check #5930. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2332:** motion to approve the December bank statement and bank reconciliation (*most recent available*) by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

The trustees attested to the payment of the bills. The fiscal officer certified funds are available for the payment of the bills which were presented and approved by the trustees.

- **Resolution #2333:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

5930	Scott Brackenridge	1000-110-121	1,867.91
5931	Keith Conroy	1000-110-111	388.82
5931	Keith Conroy	2021-330-111	388.84
5932	William Jordan	1000-110-111	535.94
5932	William Jordan	2021-330-111	535.96
5933	David Long	1000-110-111	476.63
5933	David Long	2021-330-111	476.65
5934	Ron Todd	1000-130-150	921.54
5935	OPERS	1000-110-111	185.55
5935	OPERS	1000-110-211	416.30
5935	OPERS	1000-130-150	111.80
5935	OPERS	2021-330-111	185.55
5935	OPERS	2021-330-211	259.76
Vouc	IRS	1000-110-111	84.60
Vouc	IRS	1000-110-121	162.66
Vouc	IRS	1000-110-212	131.83
Vouc	IRS	1000-110-213	73.96
Vouc	IRS	1000-130-150	55.93
Vouc	IRS	2021-330-111	84.59
Vouc	IRS	2021-330-213	26.90
Vouc	Ohio Dept. Taxation	1000-110-111	17.43
Vouc	Ohio Dept. Taxation	1000-110-121	75.58
Vouc	Ohio Dept. Taxation	1000-130-150	11.96
Vouc	Ohio Dept. Taxation	2021-330-111	17.41
Vouc	School Dist. Income Tax	1000-110-111	16.53
Vouc	School Dist. Income Tax	1000-110-121	20.18
Vouc	School Dist. Income Tax	2021-330-111	16.50

	Vouc	Marysville City Inc. Tax	1000-130-150	16.77
	Vouc	Ohio Public Emp. Def.	1000-110-111	150.00
	Vouc	Ohio Public Emp. Def.	2021-330-111	150.00
P 1-23	5936	Jerome Township	2191-220-360	100,062.24
	5937	VOID		
P11-23	5938	Tonya Jordan	1000-120-329	350.00
P 4-23	5939	Ohio Edison	1000-120-351	389.08
P 9-23	5940	Verizon Wireless	1000-130-341	97.57
P10-23	5941	Spectrum Business	1000-120-329	239.96
B 2-23	5942	Marysville JT	1000-110-345	66.50
B11-23	5942	Marysville JT	1000-130-345	104.50
B 4-23	5943	Union County Treasurer	1000-110-599	2.00
	5944	VOID		
B 4-23	5945	UC Trustees Assoc.	1000-110-599	560.00
P 2-23	5946	Union County Engineer	2021-330-420	413.93
B 1-23	5947	Keith Conroy	1000-110-330	125.00
P 3-23	5948	Union County Sheriff	2192-210-360	20,702.29
B 4-23	5949	Charlotte Goodykoontz	1000-110-599	50.00
B 4-23	5950	Joyce Spain	1000-110-599	75.00

Interest for the month is: \$22.83

Interest for the year is: \$22.83

All formal actions of the Millcreek Township Trustees of Union County concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Motion to Adjourn

- **Resolution #2334:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer